

Computer Education Institute

100 W US HWY 20 Porter, Indiana 46304
Return Service Requested

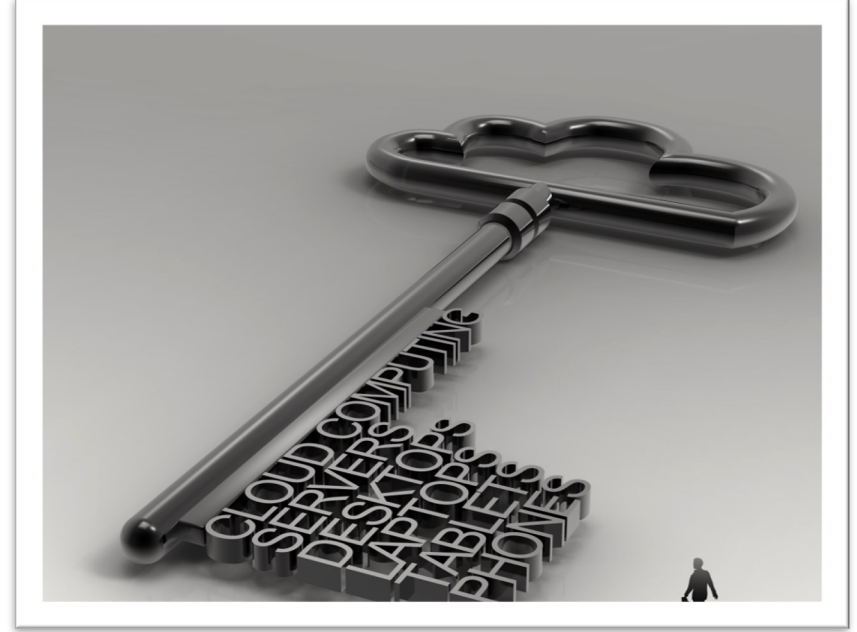
PRESORTED
STANDARD
U.S. POSTAGE
PAID
Chesterton, IN
PERMIT NO. 378

**COMPUTER
TRAINING**
**BEGINNER to
ADVANCED**



«companyname»
«Name»
«Address»
«City» «State» «Zip»

CEI Computer Education Institute



April—June

2019

Did you know??

CEI offers Custom Office Automation

CEI will isolate and examine how your business is running from an operations perspective. We can analyze your systems and make recommendations on how you can use your existing technology, sometimes combined with innovative additions, to maximize your investment in staff and equipment.

This institution (CEI) is regulated by:
State Workforce Innovation Council
Office for Career and Technical Schools
10 N. Senate Ave, Suite SE 308
Indianapolis, IN 46204
OCTS@dwd.in.gov
<http://www.in.gov/dwd/2731.htm>
317 234-8338 or 317-232-1732

Our Partner...

Chester Inc., Information Technologies (located in Valparaiso, IN) is a Microsoft Gold Partner and Microsoft Certified Small Business Specialist that provides organizations with best-in-class data solutions. We are a technology consulting firm dedicated to the design, integration, and support of Robust IT solutions.

SERVICES:

- Analysis/Design
 - Implement/Support
- #### IT PRACTICES:
- Microsoft / Network Infrastructure
 - Access Infrastructure
 - Support Solutions

SUPPORT:

- Post implementation
- Managed Services
- Scheduled Services
- Hardware Service Agreements

PRODUCTS:

- HP, IBM, LeNovo
 - Microsoft, Citrix,
 - Symantec
- Call 219-464-9999
www.chestertinc.com



CEI Computer Education Institute

100 W. US Hwy 20 — Porter, IN 46304

2019
APR
MAY
JUN

INTRO TO WINDOWS

WINDOWS 7— LEVEL 1

Apr 2
May 2
Jun 3

UPGRADING TO WIN 10

Apr 5
May 3
Jun 4

WINDOWS 10—LEVEL 1

Apr 4
May 1
Jun 5

SPREADSHEETS

EXCEL 2007 - LEVEL 1,2&3

Call For Dates

EXCEL 2010/2013/2016 LEV 1

Apr 3 OR May 6 OR Jun 6

EXCEL 2010/2013/2016 - LEV 2

Apr 9 & 10 OR May 7 & 8
OR Jun 12 & 13

EXCEL 2010/2013/2016—LEV 3

Jun 24 & 25

WORD PROCESSORS

WORD 2007 - LEVEL 1,2&3

Call For Dates

WORD 2010/2013/2016- LEV 1

Apr 11 OR May 9 OR Jun 7

WORD 2010/2013/2016 - LEV 2

Apr 17 & 18 OR May 21 & 22
OR Jun 20 & 21

WORD 2010/2013/2016—LEV 3

Jun 26 & 27

DATABASES

ACCESS 2007 - LEVEL 1,2&3

Call For Dates

ACCESS 2010/2013/2016—LEV 1

Apr 11 & 12 OR May 14 & 15

ACCESS 2010/2013/2016—LEV 2

Apr 24 & 25 OR May 28 & 29

ACCESS 2010/2013/2016—LEV 3

Jun 10 & 11

**Class Times:
8:30-3:30**

OTHER CLASSES

POWERPOINT 2007 Level 1&2

Call for dates

POWERPOINT 2010/2013/2016 Level 1

Apr 16 OR May 16 OR Jun 14

POWERPOINT 2010/2013/2016 Level 2

Apr 30 OR May 23

PUBLISHER

Call for dates

OUTLOOK 2007

Call for Dates

OUTLOOK 2010/2013/2016

Apr 23 OR May 17 OR Jun 17

INTERNET - LEVEL 1

Call for Dates

SQL SERVER

Call for dates

INTERNET PARASITE

REMOVAL

Apr 22 OR May 20

UPGRADING TO EXCEL 2016

Apr 19 OR May 27 OR Jun 18

UPGRADING TO WORD 2016

Apr 23 OR May 10 OR Jun 5

UPGRADING TO ACCESS 2016

Call for dates

PROJECT 2007 LEVEL 1

Apr 19 OR May 1 OR Jun 5

PROJECT 2007 LEVEL 2

Apr 29 OR May 27

PROJECT 2010/2013 LEVEL 1

Apr 8 OR May 13 OR Jun 13

PROJECT 2010/2013 LEVEL 2

Apr 17 OR Jun 19

MOS CERTIFICATIONS (Microsoft Office Specialist)

Apr 3—Jun 30
May 6—July 31
Jun 6—Aug 30

EXCEL VISUAL BASIC

Apr 1 OR May 1

CALL FOR NIGHT TIME CLASS SCHEDULES

**All 1 Day classes are \$195,
2-day classes are \$390
Call for other pricing**

**VISIT US AT:
WWW.CEI-EDU.COM**

**TO REGISTER FOR A CLASS
CALL 219-926-5740 OR FAX 219-929-1930**

